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# Mental Health and Social Services School Questionnaire

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# **Special Instructions**

This questionnaire will be administered using Computer Assisted Personal Interviewing. The interviewer will read the questions aloud and type responses to the questions into the laptop computer. The interview program will 1) display the correct tense of verbs, 2) provide alternate answers to questions (e.g., not applicable, "I don't know"), 3) navigate complex skip patterns, 4) access information that was provided in previous contact with a school, and 5) perform other useful functions. The programming specifications for the interview are not included in this printed version of the questionnaire.

If you would like more information about this study or would like clarification of any questions in this questionnaire, please call Tim Smith at 1-800-647-9664, extension 6095.

# **Standard Mental Health and Social Services**

What is your job title at the school? (In which role do you spend more time?)

Principal 11) Guidance Counselor 1) Asst. Principal/Other School 2) 12) Social Worker Administrator 13) Psychologist 14) Other Mental Health/Social Services 3) School Secretary 4) Physical Ed Teacher Provider 5) Athletic Director 15) Nurse Health Ed Teacher 16) Health Aide 6) 7) Other Teacher 17) Physician 18) Other Health Services Provider 8) Food Service Manager Commercial Food Service Provider 19) SBHC Health Services Staff 9) 10) Other School Food Service Staff 20) SBHC Mental Health/Social Services Staff 50) Other Staff

Most of the questions that I ask during this interview focus on *standard mental health and social services*, meaning those mental health or social services offered when needed to students at the school, usually by a guidance counselor, psychologist, or social worker. By mental health and social services, I mean services such as crisis intervention, alcohol or other drug use treatment, or identification of or counseling for mental disorders or abuse.

1. First, it would be helpful to know if there is a school-based health center at this school. Please look at the definition card to see what I mean by a school-based health center.

<u>School-based health center</u>: A health center on school property where students from the school enrolled in the health center can receive primary health care, including diagnostic and treatment services. These services are usually provided by a nurse practitioner or physician's assistant. Please do not include a traveling or mobile health center.

Is there a school-based health center at this school?

Yes	
No	

2.	A Student Assistance Program (SAP) provides services designed to assist students experiencing personal or social problems that can impact school performance, physical health, or overall well-being. Is a Student Assistance Program (SAP) offered to students from this school?			
	Yes			
3.	Does this school have a written plan describing how to respond to the mental health and social services needs of students after a crisis or accident at the school, such as a natural disaster or the death of a student or staff member?			
	Yes			
4.	Did any of the groups listed below help develop the plan?			
	Yes No			
	1. Students?       1       2         2. Parents?       1       2         3. Community members?       1       2			
	Next, I would like to ask questions about staffing for standard mental health and social services at this school. Please include both contracted providers and regular school staff.			
5.	Is there a part-time or full-time guidance counselor who provides standard mental health or social services to students at this school?			
	Yes			
6.	How many part-time or full-time guidance counselors provide standard mental health or social services to students at this school?			
7.	Counselors  During the past 30 days, how many hours per week has the guidance counselor spent at this			
•	2 ming mir public of augus, now many mount per wook must the gardanee countries spont at this			

	school?
	Counselor 1 Hours/Week Counselor 2 Hours/Week Counselor 3 Hours/Week Counselor 4 Hours/Week
8.	At this school, what is the minimum level of education required for a <u>newly-hired</u> guidance counselor?
	Undergraduate degree in counseling1Undergraduate degree in some other field2Master's degree in counseling3Master's degree in some other field4Doctorate in counseling5Doctorate in some other field6Other degree7No requirement8
9.	Is a newly-hired guidance counselor required to be licensed or certified by the state?
	Yes
10.	Is a newly-hired guidance counselor required to be certified by the National Board of Certified Counselors?
	Yes
11.	Is there a part-time or full-time psychologist who provides standard mental health or social services to students at this school?
	Yes
12.	No

services to students at this school?

	Psychologists
13.	During the past 30 days, how many hours per week has the psychologist spent at this school?
	Psychologist 1 Hours/Week Psychologist 2 Hours/Week Psychologist 3 Hours/Week Psychologist 4 Hours/Week
14.	At this school, what is the minimum level of education required for a <u>newly-hired</u> psychologist?
	Undergraduate degree in psychology1Undergraduate degree in some other field2Master's degree in psychology3Master's degree in some other field4Doctorate in psychology5Doctorate in some other field6Other degree7No requirement8
15.	Is a newly-hired psychologist required to be licensed or certified as a school psychologist by the state?
	Yes
16.	Is a newly-hired psychologist required to be certified by the National Association of School Psychologists?
	Yes
17.	Is there a part-time or full-time social worker who provides standard mental health or social services to students at this school?

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	Yes
18.	How many part-time or full-time social workers provide standard mental health or social services to students at this school?
	Social workers
19.	During the past 30 days, how many hours per week has the social worker spent at this school?
	Social worker 1 Hours/Week
	Social worker 2 Hours/Week
	Social worker 3 Hours/Week
	Social worker 4 Hours/Week
20.	At this school, what is the minimum level of education required for a <u>newly-hired</u> social worker?
	Undergraduate degree in social work1
	Undergraduate degree in some other field
	Master's degree in social work
	Master's degree in some other field4
	Doctorate in social work5
	Doctorate in some other field6
	Other degree7
	No requirement8
21.	Is a newly-hired social worker required to be licensed or certified as a school social worker by the state?
	Yes1
	No2
22.	Is a newly-hired social worker required to have a School Social Work Specialist credential?
	Yes1
	No

If there is no guidance counselor,	psychologist, o	or social wo	orker at this	school (Qu	estions 5,
11 and 17 are No), skip to Q26.					

23.	During the past 12 months, has a guidance counselor, psychologist, or social worker at this
	school talked to or taught

		Yes	No
Ar	aswer a-c if this a middle, junior, or senior high school.		
1.	A health education class at this school?	1	2
2.	A physical education class?	1	2
3.	A biology or other science class?	1	2
	nswer d-e if this is an elementary school.		
4.	Students at this school as part of a health education		
	lesson or unit?	1	2
5.	Students at this school as part of a physical education		
	unit or class?	1	2

24. During the past 12 months, has a guidance counselor, psychologist, or social worker at this school worked on standard school mental health or social services activities with...

		Yes	No
a.	Health education staff from this school?	.1	2
2.	Physical education staff from this school?	.1	2
c.	Food service staff?	.1	2
4.	Health services staff?	.1	2

25.	During the past 12 months, has a guidance counselor, psychologist, or social worker worked on standard school mental health or social services activities for students with staff or members from				
		Yes	No		
	1. A local health department?				
	2. A local hospital?				
	3. A local mental health or social services agency?		2		
	4. A health organization, such as the American Hea				
	Association or the American Red Cross?				
	5. A local college or university?				
	6. A local business?	1	2		
26.	During the past 12 months, has this school				
		Yes	No		
	<ol> <li>Provided families with information on the standar school mental health and social services program</li> <li>Met with a parents' organization, such as the PTA</li> </ol>	?1	2		
	discuss the standard school mental health and soc		2		
	services program?		2		
	3. Invited family members to tour the standard menthealth and social services facilities?		2		
27.	During the past 12 months, has this school collected listed below about the standard mental health and soci		•	ıps	
		Yes	No		
	1. Students	1	2.		
	2. School staff				
	3. Family members of students				
	2. 2 ming memoris of statements				

28.	Next, I am going to read a list of facilities and equipment that may be available for mental
	health or social services staff in this school to use. Does this school have

		Yes	No
1.	A private room for counseling students?	1	2
2.	A telephone number reserved for standard mental		
	health or social services?	1	2
3.	An answering machine or voice mail reserved for		
	standard mental health or social services ?	1	2
4.	Locked storage space for files related to the standard		
	mental health or social services provided to students?.	1	2
	•		

29. Where in relation to the school's main office is the primary location where students go to obtain standard mental health or social services? Are the services offered...

Within the same office suite as the main office?	1
Within view of the main office?	2
Not within view of the main office?	3

I am going to ask about the activities of mental health or social services staff such as guidance counselors, psychologists, and social workers. Please do not include activities by teachers in the classroom or activities by nurses or physicians. I'll find out about their activities during a different interview.

30.	As I read the list of services printed on this card, please tell me if each is provided when
	needed to students as part of standard mental health or social services at this school.

	Y	es	NO
Answer a and b if this is a middle, junior, or senio	or high school	<b>l.</b>	
1. Tobacco use cessation?			2
2. Alcohol or other drug use treatment?			
3. Crisis intervention for personal problems?	1	1	2
4. Identification of or counseling for mental or e			
disorders, such as anxiety or depression?	1	1	2
5. Stress management?			
Answer f if this is a middle, junior, or senior high			
6. Eating disorders treatment?	1	1	2
7. Identification of or referral for physical, sexua	al, or		
emotional abuse?		1	2
Answer h is this is a middle, junior, or senior high	h school.		
8. HIV (human immunodeficiency virus) testing	and		
counseling?		1	2
9. Referrals for after-school programs such as d	ay-care		
or supervised recreation?		1	2
Answer j, k, and l if this is a middle, junior, or sen	nior high scho	ool.	
10. Services for gay, lesbian, or bisexual students	s?1	1	2
11. Referrals for child care for teen mothers?		1	2
12. Assistance with enrolling in WIC or accessing	g food		
stamps or food banks?		1	2
13. Assistance with enrolling in Medicaid or CHI			
(Children's Health Insurance Program)?	1	1	2
Answer n is this is a middle, junior, or senior high			
14. Job readiness skills programs?	1	1	2
Who provides the services listed in Question 30?			
Who provides the services listed in Question 30?			
MARK ALL THAT APPLY.			
Guidance counselor			
Psychologist			
Social worker			
Other		4	
OW CARD 2			

32.	As I read the list of services printed on this card, please tell me if each is provided when needed by mental health or social services staff to students at the school in one-on-one or small-group discussions.			
		Yes	No	
	1. Nutrition and dietary behavior counseling, including weight management?	1	2 2 2 2 2 2	prevention? 1 2
33.	Who provides the services listed in Question 32 in one-on-MARK ALL THAT APPLY.	one or sma	ll- group disc	ussions?
	Guidance counselor Psychologist Social worker Other	2		

34.	As I read the list of services on this card, please tell me if each is provided when needed by mental health or social services staff to students <u>at the school</u> . Do mental health or social services staff provide
	Yes No
	1. Case management for students with behavioral or social problems?
35.	Does someone from the mental health and social services staff participate in the development of Individualized Education Plans, or IEP's, for students, when indicated?
	Yes1
	No
36.	Does someone from the mental health and social services staff participate in the development of Individualized <u>Health</u> Plans, or IHP's, for students, when indicated?
	Yes1

37. Now, please consider <u>all</u> the standard mental health and social services that students receive at this school. Does this school keep records of standard mental health and social services that students receive?

No ......2 .......

Yes1		
No2	$\rightarrow$	Skip to Q39

38. During the past 12 months, has this school reviewed mental health or social services records

# **Standard Mental Health and Social Services**

	to identify students with chronic mental health or social services problems or ways to prevent further occurrences of these problems?
	Yes
39.	Is there backup or after hours coverage when school mental health or social services staff are unavailable, for example after school or on weekends?
	Yes

# **Services Provided at Other Sites**

This next set of questions asks about mental health or social services delivered to students from this school at *other sites* not on school property regardless of whether the services are paid for by the school system. These services may be provided by mental health or social services professionals who work at school-linked health centers or who have a contract, memorandum of agreement, or other similar arrangement with the district or school to provide mental health or social services to students.

40.	Currently, do any organizations or mental health or social services professionals have a
	contract, memorandum of agreement, or other similar arrangement to provide mental health
	or social services to students from this school?

Yes1		
No2	$\rightarrow$	Skip to Q45

#### **SHOW CARD 4**

41. Which of the organizations or mental health or social services professionals listed on this card have arrangements to provide mental health or social services when needed to students from this school?

# MARK ALL THAT APPLY.

1.	A school-linked health center	1
2.	A local health department	2
3.	A local hospital	3
4.	A local mental health or social services agency	4
5.	A university or medical school	5
6.	A managed care organization	6
7.	A private psychologist	7
8.	A private psychiatrist	8
9.	A private social worker	9
10.	. A private counselor	.10

42. As I read the list of services printed on this card, please tell me if there are arrangements with any organizations or mental health or social services professionals to provide these services when needed to students from this school. Are there arrangements with any organizations or mental health or social services professionals to provide...

	Yes	No
Answer a and b if this is a middle, junior, or senior high	school	
1. Tobacco use cessation?		2
2. Alcohol or other drug use treatment?		
3. Crisis intervention for personal problems?		
4. Identification of or counseling for mental or emotion		
disorders, such as anxiety or depression?	1	2
5. Stress management?	1	2
Answer f if this is a middle, junior, or senior high school		
6. Eating disorders treatment?		2
7. Identification of or referral for physical, sexual, or		
emotional abuse?	1	2
Answer h if this is a middle, junior, or senior high school		
8. HIV testing and counseling?	1	2
9. Referrals for after-school programs such as day-car		
supervised recreation?	1	2
Answer j, k, and l if this is a middle, junior, or senior hi		
10. Services for gay, lesbian, or bisexual students?	1	2
11. Referrals for child care for teen mothers?		
12. Assistance with enrolling in WIC or accessing food		
stamps or food banks?	1	2
13. Assistance with enrolling in Medicaid or CHIP		
(Children's Health Insurance Program)?	1	2
Answer n if this is a middle, junior, or senior high school	ol.	
14. Job readiness skills programs?	1	2

43.	As I read the list of services on this card, please tell me if there are arrangements with any
	organizations or mental health or social services professionals to provide these services
	when needed to students from this school in one-on-one or small-group discussions.

	Yes	No
Nutrition and dietary behavior counseling, including weight management?	1	2
Answer b if this is a middle, junior, or senior high school.		
2. Eating disorders prevention?	1	2
3. Physical activity and fitness counseling?		
Answer d, e, and f if this is a middle, junior, or senior high	school.	
4. Pregnancy prevention?	1	2
5. HIV prevention?	1	2
6. STD prevention ?		
7. Suicide prevention?	1	2
8. Tobacco use prevention?	1	2
9. Alcohol or other drug use prevention?	1	2
10. Violence prevention, for example bullying, fighting,		
or homicide?	1	2
11. Accident or injury prevention?	1	2

## **SHOW CARD 7**

44. As I read the list of services on this card, please tell me if there are arrangements with any organizations or mental health or social services professionals to provide to these services when needed to students from this school.

		Yes	No
а	Case management for students with behavioral or		
u.	social problems?	1	2
b.	Family counseling?		
	Group counseling?		
d.	Individual counseling?	1	2
e.	Comprehensive assessment or intake evaluation?	1	2
f.	Peer counseling or mediation?	1	2
g.	Self-help or support groups?	1	2

# **Respondent Background**

45.	Currently, does someone at this school oversee or coordinate states social services?	andard mental health and
	Yes	→ Skip to Q63
<del>1</del> 6.	Are you this person?	
	Yes	→ Skip to Q63
SHC	OW CARD 8	
17.	Looking at this card, please tell me who you work for. MARK ALL THAT APPLY.	
	School district1This school2A local health department3A local hospital4A local mental health or social services agency5A university or medical school6A managed care organization7Other8	
18.	What is the highest year of education you have completed?	
	Undergraduate degree1Master's degree2Doctoral degree3Less than undergraduate degree4	

49.	What did you <u>major</u> in? MARK ALL THAT APPLY.	
	Counseling       1         Psychology       2         Social work       3         Nursing       4         Health care administration       5         Biology or other science       6         Business       7         Education       8         Other       9	
50.	Did you have a minor?  Yes	→ Skip to Q52
51.	What did you minor in? MARK ALL THAT APPLY.  Counseling 1 Psychology 2 Social work 3 Nursing 4	
	Health care administration5Biology or other science6Business7Education8	

If you have an undergraduate degree, skip to Q53. If you have a master's or doctoral degree, continue with Q52.

In what area or areas was your graduate work?  MARK ALL THAT APPLY.
Counseling
Psychology
Nursing
Health care administration6
Biology or other science
Business
Education9
Other
Are you currently certified by a state agency or board to provide mental health or social services?
Yes
If you are a social worker, please answer Q54. Otherwise, skip to Q55.
Do you currently have a School Social Work Specialist credential?
Yes
If you are a guidance counselor, please answer Q55. Otherwise, skip to Q56.
Are you currently certified by the National Board of Certified Counselors?
Yes

If you are a psychologist, please answer Q56. Otherwise, skip to Q57.

56.	Are you currently	certified by	the National	Association	of School	<b>Psychologis</b>	s

Yes	. 1
No	2

## **SHOW CARD 9**

57. As I read the list of topics printed on this card, please tell me if you received any staff development on each topic during the past 2 years. This might include workshops, conferences, continuing education, graduate courses, or any other kind of in-service.

		Yes	No
1.	Tobacco use cessation?	1	2
2.	Alcohol or other drug use treatment?	1	2
3.	Crisis intervention for personal problems?		
4.	Identification of or counseling for mental or emotional		
	disorders, such as anxiety or depression?	1	2
5.			
6.	Eating disorders treatment?	1	2
7.	Identification of or referral for physical, sexual, or		
	emotional abuse?	1	2
8.	HIV testing and counseling?	1	2
9.	After-school programs such as day-care or supervised		
	recreation?	1	2
10	. Services for gay, lesbian, or bisexual students?	1	2
11	. Child care for teen mothers?	1	2
12	. Enrolling in WIC or accessing food stamps or food		
	banks?	1	2
13	. Enrolling in Medicaid or CHIP (Children's Health		
	Insurance Program)?	1	2
14	. Job readiness skills programs?		

58. Which of these topics would you like to receive further staff development on? MARK ALL THAT APPLY.

Tobacco use cessation	1
Alcohol or other drug use treatment	2
Crisis intervention for personal problems	3
Identification of or counseling for mental or emotional	
disorders, such as anxiety or depression	4
Stress management	5
Eating disorders treatment	
Identification of or referral for physical, sexual, or	
emotional abuse	7
HIV testing and counseling	8
After-school programs such as day-care or supervised	
recreation	9
Services for gay, lesbian, or bisexual students	10
Child care for teen mothers	11
Enrolling in WIC or accessing food stamps or food banks	12
Enrolling in Medicaid or CHIP (Children's Health	
Insurance Program)	13
Job readiness skills programs	
None	

No

Yes

## **SHOW CARD 10**

59. As I read the list of topics printed on this card, please tell me if you received any staff development on each topic during the past 2 years. This might include workshops, conferences, continuing education, graduate courses, or any other kind of in-service.

1. Nutrition and dietary behavior counseling, including	
weight management?	12
2. Eating disorders prevention?	
3. Physical activity and fitness counseling?	12
4. Pregnancy prevention?	12
5. HIV prevention?	12
6. STD prevention ?	12
7. Suicide prevention?	
8. Tobacco use prevention?	
9. Alcohol or other drug use prevention?	12
10. Violence prevention, for example bullying, fighting,	
or homicide?	12
11.	Accident or injury
prevention?	12
MARK ALL THAT APPLY.  Nutrition and dietary behavior counseling including	
weight management	1
Eating disorders prevention	
Physical activity and fitness counseling	
Pregnancy prevention	
HIV prevention	
STD prevention	
Suicide prevention	
Tobacco use prevention	
Alcohol or other drug use prevention	9
Violence prevention, for example bullying, fighting,	
or homicide	
Accident or injury prevention	11
None	12

61.	Finally, as I read the list printed on this card, please tell me if you received any staff
	development on providing mental health or social services within each modality during the
	past 2 years. This might include workshops, conferences, continuing education, graduate
	courses, or any other kind of in-service.

		Yes	No	
	1. Case management for students with			
	behavioral or social problems?	1	2	
	2. Family counseling?			
	3. Group counseling?			
	4. Individual counseling?			
	5. Comprehensive assessment or intake evaluation?			
	6. Peer counseling or mediation?			
	7. Self-help or support groups?			
62.	Which of these topics would you like to receive further sta	ff developmen	nt on?	
	Case management for students with behavioral or social problems	1		
	1			
	Family counseling			
	Group counseling	3 1		
	Comprehensive assessment or intake evaluation			
	Peer counseling or mediation			
	Self-help or support groups			
	None			
	THORE	0		
63.	My supervisor may wish to call you to ask about how I con you please tell me a telephone number where we might rea code?			L
	( ) -			

Thank you very much for taking the time to complete this interview.

# **School-Based Health Center Services**

This set of questions asks about mental health and social services offered to students enrolled in your school-based health center — that is services, including diagnostic and treatment services, offered by a psychologist, social worker, counselor, or other mental health or social services professional at the health center located on school property.

	respectively.
64.	Who can be enrolled to receive mental health or social services at the health center?
	Yes No
	1. Can students from this school enroll?1
	2. Can students from other schools in the community enroll?
65.	How many hours per week are mental health or social services at the health center offered to enrolled students?
	Hours/week
SHO	OW CARD 12
66.	This card shows different times that mental health or social services at a health center might be offered. When are they offered to students? MARK ALL THAT APPLY.
	Selected days during the school week1
	Every day during the school week2
	Saturdays or Sundays during the school session
	Evenings during the school session4
	Vacation or inter-session
	Other6

67.	Who provides mental health or social services to stude there	ents enrolled at t	he health center? Is
		Yes	No
	1. A counselor ?	1	2
	2. A psychologist ?	1	2
	3. A psychiatrist?	1	2
	4. A social worker ?	1	2
68.	Does your health center have		
		Yes	No
	1. A private room for counseling students?	1	2
	2. A telephone number reserved for mental health or social services?		2
	c. An answering machine or voice mail reserved for t		
	staff who provide mental health or social services		2
	4. Locked storage space for files related to the menta health or social services provided to students?		2
69.	A Student Assistance Program (SAP) provides service experiencing personal or social problems that can impare health, or overall well-being. Is a Student Assistance enrolled in your health center?	act school perfor	mance, physical
	YesNo		
	I am going to ask about the activities of mental health center such as counselors, psychologists, and social we activities of health services staff, such as nurses and ph	orkers. I will fin	nd out about the

70. As I read the list of services printed on this card, please tell me if each is provided when needed to students enrolled in the health center.

	Yes	No
Answer a and b if this is a middle, junior, or senior high	school	
1. Tobacco use cessation?		2
2. Alcohol or other drug use treatment?		
3. Crisis intervention for personal problems?		
4. Identification of or counseling for mental or emotion		
disorders, such as anxiety or depression?	1	2
5. Stress management?		
Answer f if this is a middle, junior, or senior high school	ol.	
6. Eating disorders treatment?	1	2
7. Identification of or referral for physical, sexual, or		
emotional abuse?	1	2
Answer h if this is a middle, junior, or senior high school	ol.	
8. HIV testing and counseling?	1	2
9. Referrals for after-school programs such as day-car-	e or	
supervised recreation?	1	2
Answer j, k, and l if this is a middle, junior, or senior hi	gh school.	
10. Services for gay, lesbian, or bisexual students?	1	2
11. Referrals for child care for teen mothers?	1	2
12. Assistance with enrolling in WIC or accessing food		
stamps or food banks?	1	2
13. Assistance with enrolling in Medicaid or CHIP		
(Children's Health Insurance Program)?	1	2
Answer n if this is a middle, junior, or senior high school	ol.	
14. Job readiness skills programs?	1	2

71.	As I read the services listed on this card, please tell me if each is provided when needed in
	one-on-one or small-group discussions to students enrolled in the health center.

	Yes	No
Nutrition and dietary behavior counseling, including weight management?	1	2
Answer b if this is a middle, junior, or senior high school.		2
2. Eating disorders prevention?		2
3. Physical activity and fitness counseling?	1	2
Answer d, e, and f if this is a middle, junior, or senior hig	h school.	
4. Pregnancy prevention?		
5. HIV prevention?	1	2
6. STD prevention ?		
7. Suicide prevention?	1	2
8. Tobacco use prevention?	1	2
9. Alcohol or other drug use prevention?	1	2
10. Violence prevention, for example bullying, fighting,		
or homicide?	1	2
11. Accident or injury prevention?	1	2

## **SHOW CARD 15**

72. As I read the list of services on this card, please tell me if each if provided when needed to students enrolled in the health center.

		Yes	No
1.	Case management for students with behavioral or		
	social problems?	1	2
2.	Family counseling?	1	2
3.	Group counseling?	1	2
4.	Individual counseling?	1	2
5.	Comprehensive assessment or intake evaluation?	1	2
6.	Peer counseling or mediation?	1	2
7.	Self-help or support groups?	1	2
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73. Does your health center bill for third-party reimbursement for mental health or social

	services provided to students?
	Yes
74.	My supervisor may wish to call you to ask about how I conducted this interview. Would you please tell me a telephone number where we might reach you starting with the area code?
	( ) - 1) Daytime or 2) Evening/Weekend

Thank you very much for taking the time to complete this interview.